

Invitation to Bid

I. Statement of Purpose

The Alabama Department of Forensic Sciences (ADFS) is providing this Invitation to Bid for qualified vendors to provide the Department of Forensic Sciences with a "Buccal DNA Collection Kit" based on the specifications outlined below.

The Alabama Department of Forensic Sciences is the only Forensic Laboratory System in Alabama, and provides the DNA Collection kit to all local law enforcement and Corrections personnel for the collection of DNA samples from qualifying offenders throughout Alabama.

The period of this award for the vendor to provide the Buccal DNA Collection kits to ADFS for distribution throughout Alabama shall be 12 months from the date of the award, with an optional renewal period of four (4) additional years at the State's discretion.

The failure of any vendor to include any information that is requested within this ITB may lead to rejection of the bid for non-responsiveness. By responding to this proposal a vendor attests that it is capable of beginning work on providing ADFS with Buccal DNA collection kits within 90 days of an award.

The Department of Forensic Sciences is specifying and accepting bids for two types of Buccal DNA Collection Kits. These kits will be used for the collection of biological DNA samples from arrestees and convicted offenders, for the purpose of DNA profiling for human identification, in accordance with Code of Alabama 1975 § 36-18-20 *et seq.*

All vendors wishing to submit a response to this ITB must be able to provide ADFS with individual pricing for *both of the Buccal DNA Collection Kit* configurations listed below, with each meeting the following minimum specifications. Bid prices must be broken down for Kits "A" and "B" separately.

II. Minimum Specifications for the Buccal DNA Collection Kit:

Buccal DNA Collection Kit A:

Each DNA Collection Kit A will consist of one (1) Swab Collector and one (1) Envelope sealed together in a poly bag and packaged in boxes of 100 kits. The Kit Return Envelopes are to be supplied at a rate of 10% of the number of kits ordered and should be shrink wrapped in quantities of ten (10). The minimum required specifications for the Buccal DNA Collection Kit A are as follows:

1 each Swab Collector: one sterilized Whatman® GE Healthcare EasiCollect™ device containing custom printed Alabama FTA® card with one sample area per card.

1 each Envelope: one re-sealable envelope, 3½" wide x 6½" long, with opening at the top, and with custom printing on one side. The bar code and the number it represents that is on the Swab Collector in the poly bag must be included on the custom printing present on the envelope.

1 each Kit Return Envelope: one 9" x 12" Tyvek envelope with tamper evident seal, and with address and return address printed on the front side of the envelope.

Buccal DNA Collection Kit B:

Each Buccal DNA Collection Kit B will consist of one (1) Swab Collector, one (1) DNA Collection Card, one (1) pair of Gloves, one pre-inked fingerprint sheet, one towelette, and one (1) Kit Return Envelope. All of the kit components, with the exception of the Kit Return Envelope should be sealed together in a poly bag and placed inside the Kit Return Envelope. The Kit Return Envelopes containing the poly bag of components should be packaged in boxes of 100 kits. The minimum required specifications for the Buccal DNA Collection Kit B are as follows:

1 each Swab Collector: one sterilized Whatman® GE Healthcare EasiCollect™ device containing custom printed Alabama FTA® card with one sample area per card.

1 each DNA Collection Card: Velum Bristol White Stock Paper, 67 lb., 8½" x 14", folded in thirds. A re-sealable envelope, 3½" wide x 6½" long, with opening at the top, and printed instructions in black ink on the outer side, must be affixed to one section of the tri-fold card. The bar code and the number it represents that is on the Swab Collector in the poly bag must be included in the custom printing present on the envelope. Submission instructions, subject identifying information, sample collection certification, consent for collection and collection instructions, as provided, must be printed in black ink on the tri-fold card.

1 each Gloves: one pair of powder free nitrile gloves, size large.

1 each pre-inked Fingerprint Sheet: one 1" x 5" pre-inked strip made up of a protective plastic with an easy peel-apart end, which, upon separation, yields two usable inked surfaces for fingerprinting.

1 each Towelette: one fingerprint ink remover towelette.

1 each Kit Return Envelope: one 9" x 12" Tyvek envelope with tamper evident seal, and with address and return address printed on the front side of the envelope.

It is estimated that the total annual usage of the Buccal DNA Collection kits ('A' and 'B') will be approximately 80,000 kits.

If a vendor has any further questions or requires clarifications on any of the above specifications, they are asked to contact:

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